

10 JAN 1974

MEMORANDUM FOR:



Elder,

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This is an informal memorandum to establish a scheduled but informal session amongst all of us in my office on a weekly basis. You will note that even the manner of addressing is informal, both because the bureaucratic titles would consume too much space and may be subject to misinterpretation on a hierarchical basis.


If the recommended time poses no problems because of other regularly scheduled meetings you must attend, I would suggest we meet in my office every Thursday afternoon at 2:00 p.m. Accordingly, our initial session will be on Thursday, 17 January.

I believe the purpose of the exercise is self-explanatory and I feel no need at the moment for agendas or any particular prior preparation.

15/ Jack B
John F. Blake

ADD/M&S:JFB/ms (10 Jan 74)

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